

**COUNTY OF LOS ANGELES – DEPARTMENT OF MENTAL HEALTH**

**CULTURAL COMPETENCY COMMITTEE MEETING MINUTES**

**Date:** November 4, 2015

**Present:** Alberto Vazquez, Wilshire Center; Andy Vigil, Drew Child Development; Bernice Mascher, AI/AN community member; Chandler Norton, DMH Older Adults System of Care; Larry Sibley, Wilshire Center; Leticia Ximenez, DMH Community & Government Relations Division – CCC Co-chair; Pasquel Kizer, Wilshire Center; Rafaela Diaz, Hillsides; Reina De Cuellar, DMH SA 2/ O&E; Reyna Leyva, SA 4 Administration; Riley Tuff; Roxana Linares, PSB-QID; Rudy Ochoa, Wilshire Center; Ruth Tiscareno, DMH/Spa 7 Parent Advocate; Sunnie Whipple, AI/AN community member; Tiffany Flood, Didi Hirsch; Yue Hua Xu (Vicki), DMH SA 3;

**Participants via Webex:** Dennis Murata, PSB-Deputy Director; Hector Ramirez, Commissioners Office; Phil Wong, Gateways; Richard Willens, Penny Lane Centers; Sonya Hines, ChildNet;

Agenda Items	Comments/Discussion/Recommendations/Conclusions	Action Item	Person(s) Responsible
<b>Welcome &amp; Introductions</b>	Attendee introductions		CCC membership
<b>Review of Minutes</b>	October minutes reviewed and approved.		Co-Chairs
<b>Ethnic Services Manager (ESM) Update</b>	<ul style="list-style-type: none"> <li>Updates not available</li> </ul>		Sandra Chang Ptasinski
<b>MHSOAC Update</b>	<ul style="list-style-type: none"> <li>The next and last community forum of the year is November 5, 2015 in Fresno, CA</li> <li>The “Mujeres de Campesana Conference” is on Friday, November 6, 2015               <ul style="list-style-type: none"> <li>The Mental Health Service Act will be one of the discussions at this meeting</li> </ul> </li> <li>A Client Family Leadership Committee (CFLCC) meeting was held on November 3<sup>rd</sup>, 2015.               <ul style="list-style-type: none"> <li>Topics for the report being developed for California were</li> </ul> </li> </ul>		

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	<p>discussed. Parity and improvement of the Grievance process are being looked at.</p> <ul style="list-style-type: none"> <li>An invitation will be extended to Martin Hernandez from Patient Rights to present on the Grievance process</li> </ul>	<ul style="list-style-type: none"> <li>Mirtala Parada Ward will coordinate</li> </ul>	
<b>CCC recommendations regarding cultural competency for the Health Agency</b>	<ul style="list-style-type: none"> <li>Dr. Southard asked the CCC to provide recommendations at the last meeting.</li> <li>A CCC will be created were Health, Public Health and Mental Health will be a part of under the same structure</li> <li>Leticia Ximenez and Sandra Chang Ptasinski will be the representatives on behalf of DMH-CCC</li> <li>Leticia and Sandra will be take any feedback or recommendations from DMH-CCC to the agency's CCC</li> <li>Dennis Murata, PSB Deputy Director, suggested that the CCC reviews the one-page document that speaks of cultural competency within the agency, their goals and milestones and align these to DMH-CCC goals for next year</li> </ul>	<ul style="list-style-type: none"> <li>Mirtala Parada Ward will forward the document to Leticia to share with CCC</li> </ul>	
<b>CCC Workgroups</b>	<p><u>Updates</u></p> <ul style="list-style-type: none"> <li>Updates not available</li> <li>The continuation of the 2015 Workgroups will be decided at the annual retreat</li> </ul>		
<b>CCC Annual Retreat on December 9, 2015</b>	<ul style="list-style-type: none"> <li>The following items will be discussed during the annual retreat on December 9<sup>th</sup>: <ul style="list-style-type: none"> <li>CCC achievements during 2015</li> <li>2016 co-chair election</li> <li>The continuation of the 2015 Workgroups or selection of new Workgroups <ul style="list-style-type: none"> <li>Workgroup selections should align with the current changes related to the Health Agency and Board of Supervisors priorities</li> </ul> </li> <li>Members must be present to vote</li> </ul> </li> <li>Possible 2016 Workgroups <ul style="list-style-type: none"> <li><b>TAY population:</b> provide mentoring, treatment, counseling to</li> </ul> </li> </ul>		

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	<ul style="list-style-type: none"> <li>○ prevent hand cuffing and incarceration</li> <li>○ <b>Older Adults:</b> wellness, suicide prevention, decrease substance abuse</li> <li>○ <b>Substance Abuse:</b> educating clinicians, peers and case managers</li> <li>○ <b>Re-entry of the jail system</b></li> </ul> <ul style="list-style-type: none"> <li>● Responsibilities and expectations for the co-chairs who will serve in 2016 include: <ul style="list-style-type: none"> <li>○ Work with the Program Support Bureau – Cultural Competency Unit and help with set agenda items</li> <li>○ Facilitate all of the CCC meetings</li> <li>○ Attend CCC Leadership meetings with Mr. Dennis Murata, PSB Deputy Director, once a month to discuss CCC goals and activities</li> <li>○ Designated co-chair to represent at the System Leadership Team (SLT)</li> <li>○ Membership in the UREP/USCC Leadership meeting</li> <li>○ Attend the monthly departmental Quality Improvement Council (QIC) meeting</li> <li>○ Attend the MHSA Implementation meetings</li> <li>○ Serve as co-chair for one calendar year</li> <li>○ One of the co-chairs to be a community member and one co-chair to be a DMH employee</li> </ul> </li> <li>● Co-chair nominations <ul style="list-style-type: none"> <li>○ Nominations will be done via email; CCC members may nominate themselves or others</li> <li>○ Nominees will prepare a brief autobiographical statement</li> <li>○ Voting will be done at the Annual Retreat in December and members must be present to vote</li> <li>○ Nominees selected at the CCC meeting: <ul style="list-style-type: none"> <li>– Larry Sibley (self-nominated)</li> <li>– Bernice Mascher (self-nominated)</li> <li>– Leticia Ximenez (CCC-nominated)</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Nominations will continue via email</li> </ul>	
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	<ul style="list-style-type: none"> <li>• Guidelines to release Co-chairs from duty <ul style="list-style-type: none"> <li>○ Co-chairs will be released if “x” number of meetings are missed</li> <li>○ When a co-chair misses a meeting, it is expected that he/she will inform the other co-chair about such absence <ul style="list-style-type: none"> <li>– On the event if the co-chair misses the “x” number of meetings consecutively, the CCC will send a letter</li> <li>– If no response is received, the CCC will elect a new co-chair</li> </ul> </li> <li>○ A backup person may be selected to cover for co-chairs when they cannot attend</li> <li>○ Voting of the new guidelines will be done at the annual retreat</li> </ul> </li> <li>• Annual retreat potluck <ul style="list-style-type: none"> <li>○ CCC agreed to have a potluck and a list will be emailed for sign ups</li> </ul> </li> </ul>		
<b>Next meeting</b>	<ul style="list-style-type: none"> <li>• Wednesday, December 9, 2015, 1:00 pm to 3:30 pm at 550 S. Vermont Ave, 3<sup>rd</sup> floor conference room, Los Angeles, CA 90020</li> </ul>		

Respectfully Submitted,

*Sandra Chang Plasinski, Ph.D.*

LACDMH

Program Support Bureau

Quality Improvement Division

Cultural Competency Unit

Ethnic Services Manager